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Job Description - Rolling Mill 1st Vice President and Director

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14 December 1960

Department: Rolling Mill

Title: 1st Vice President & Director

Basic Functions:

As Director, share in responsibility for determination and execution of general and specific Company policies.

Responsible for the overall supervision of Rolling Mill Engineering departments, the Rolling Mill Design and Development Department, and the Rolling Mill Sales Department.

Duties and Responsibilities:

1. Responsible for the final approval of mill layouts and proposals to prospective customers.
2. Responsible with the President for the establishment and negotiations of final selling prices and terms of payment for rolling mills.
3. Responsible upon the receipt of a rolling mill contract for the final approval of the manufacturing orders.
4. Responsible for the final approval of newly designed rolling mill units.
5. Responsible with the President and the Vice President - Foreign Operations for general policy decisions in the establishment and carrying out of sales agreements with foreign licensees.
6. Responsible, through the Manager of Engineering, for the organization and production of the engineering work in the Rolling Mill Department.
7. Responsible for the effective coordination of all mill sales and proposal work and the implementation of this work by the Chief Consulting Engineer.
8. Responsible for the development of an adequate staff to sell and service Rolling Mill customers throughout the world and the establishment of policies which will increase the effectiveness and morale of this staff.

Organizational Relationships:

The 1st Vice President is responsible to the President for the performance of these duties.

The following positions are responsible to the 1st Vice President for performance of assigned duties:

Vice President - Rolling Mill Sales
Manager - Proposal Department
Manager of Engineering
Chief Consulting Engineer
Asst. Chief Engineer - Design and Development

The 1st Vice President must maintain close working relationship with the Executive Vice President and the Vice President - Foreign Operations.